

IHS Integrated Diabetes Education Recognition Program

Sample Education Process Description

Needs Assessment

The individual learning needs of each adult participant are assessed and documented using the (Name of Diabetes Education Assessment Form). An educator completes the assessment form after enrollment into (Name of Diabetes Education Program). Every effort will be made to complete the assessment before the participant attends the group class so it can be shared with all instructors prior to the class. The needs assessment will be used as the foundation for identifying learning needs with the participant and developing the education plan.

Education Plan

The patient education plan for adult participants will be documented at the time the education needs assessment is completed and will be based on the information obtained from the individual needs assessment and a knowledge survey. (See attached forms)

The plan will include the following and will be documented on a PCC:

- Group class an/or individual counseling to meet learning needs based on the assessed preference of the participant.
- Components of the curriculum appropriate for the participant will be identified in the education plan.
- All participants will receive individual nutrition counseling as part of their plan.
- All participants will be offered a behavioral health referral, if needed, as part of their education plan.
- All women of childbearing potential will receive pre-pregnancy counseling as part of their plan.
- All participants using insulin will receive insulin administration assessment/instruction as part of their plan.

Other needs, such as medical, social, etc., will also be evaluated with the patient and addressed in the educational plan as appropriate.

Education Intervention

Participants may receive educational intervention one-on-one through group classes, or through a combination of both.

Group classes for (Name of Diabetes Program) are offered 9 times a year in the daytime, evenings and weekends. (See appendix for current fiscal year group class schedule.)

Individual education sessions for general education services and for (Name of Diabetes Education Program) are available any weekday from 8 a.m. to 4:30 p.m. Evening sessions may be arranged. The patient and instructor will find a mutually acceptable time for individual teaching.

Group class size is 2 to 20 participants and will include family, friends, or significant others. If demand exceeds class openings, the individual will be enrolled in the next group class or will be scheduled for individual counseling, depending on the urgency of need.

Only two staff observers will be allowed per group or individual teaching session.

Participants enrolled in (Name of Diabetes Program) are strongly encouraged to complete all educational objectives.

Participants may re-enroll in the educational program at any time as often as they desire. If they have completed all educational objectives in the past, they may audit portions of the group sessions if they desire.

Urgent educational needs are met through individual counseling.

Education Follow-up

All participants who complete (Name of Diabetes Program) will be scheduled by appointment to return for education follow-up in 3 to 6 months. Follow-up will be arranged sooner if assessed needs warrant more frequent follow-up. The diabetes educator working with the participant will make the appointments.

The three-month follow-up appointment will include: assessment of achievement of initial behavior change goals, assessment of individual exercise goals, and an HbA1c. The three-month follow-up will also include the opportunity to follow through on any specific needs of the participant through assessment of health status, knowledge, skills, attitudes and self-care behaviors and /or to re-evaluate, change, or develop new behavioral goals. This is an opportunity to focus on on-going goals and plans. Patients will be offered another follow-up visit within six months or earlier if needed by patient.

Participants who do not keep their follow-up appointments will be rescheduled at least twice. A phone call will be attempted if they miss all three scheduled appointments. Participants who do not respond to the three missed appointments will be placed on inactive status and can be reactivated at any time for education.

The coordinator for the (Name of Diabetes Education Program) will maintain the Patient Education Log as a tickler file to recall patients for follow-up. Diabetes Educators will be responsible for reappointing patients for follow-up as needed and will assign patients to their case coordinator lists.

**IHS Integrated Diabetes Education Recognition Program
Sample Education Process Description**

**BEGINNING STEPS TOWARD DIABETES SELF CARE
PROGRAM OUTLINE**

INTRODUCTION	<ul style="list-style-type: none"> • Enroll in the New Patient Diabetes Education Program • Complete the “Choosing Good Foods” list • Complete the exercise level questionnaire • Complete the Personal Information sheet • Receive the introduction folder • Schedule an appointment for the first session
SESSION ONE GETTING STARTED WITH YOUR DIABETES CARE	<ul style="list-style-type: none"> • Participate in a 3-hour group session with the Diabetes Educator • Get fasting blood drawn for lab tests and an EKG • Review “Choosing Good Foods” list and “Exercise Levels” • Receive “Beginning Steps Toward Diabetes Self Care” workbook • Receive education: “What is Diabetes?” • Receive instructions on how to fill out assessment forms and learn how to get diabetes care at Claremore Indian Hospital • Learn to test your blood sugar • Plan to test at home to learn about your food and blood sugar • Make appointments in yearly clinic for initial exams and Session 2
SESSION TWO YOU HAVE DIABETES	<ul style="list-style-type: none"> • Participate in an individual visit with the Diabetes Educator • Discuss what you learned from testing your blood sugar • Review Medical History and Diabetes Health Assessment forms • Complete the lesson contents for Session Two • Make a diabetes self care plan
SESSION THREE WALKING IN THE BALANCE	<ul style="list-style-type: none"> • Participate in an individual visit with the Diabetes Dietitian • Review your blood sugar testing log and food diary • Complete the lesson contents of Session Three • Update your diabetes self care plan
SESSION FOUR LEARNING TOGETHER	<ul style="list-style-type: none"> • Participate in a 6-hour group class with the diabetes team • Discuss diabetes care with other participants in the program • Learn what each team member does for your diabetes care • Learn about each complication and how to prevent it • Practice skills for diabetes self care • Update your diabetes self care plan
SESSION FIVE TOMORROW HAS BEGUN	<ul style="list-style-type: none"> • Participate in an individual visit with the Diabetes Educator • Review what you learned • Get a report on your health status and complication risks • Update your diabetes self care plan

Source: Claremore Diabetes Program